

~~CONFIDENTIAL~~

2 February 1970

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Note for Mr. [] and Mr. Coffey:

The attached proposal on increasing our records storage capacity excluded the alternative of new construction. I'm not sure if Mr. Bannerman wants to raise this issue again with the Executive Director, however you may wish to consider adding the following paragraph to the attached memorandum:

"Our search for a solution to our immediate need to augment our records storage facilities was severely inhibited by the caveat that the Executive Director would not approve funds for new construction in view of the government-wide stand down on construction. We should therefore footnote this study by pointing out that we could obtain the needed 39,000 cubic feet capacity increase by an addition to our present records center of 20,000 square feet of floor space for approximately \$500,000 (assuming we use the same type construction and security standards that were used in the Records Annex constructed in 1957). This would certainly provide better security than the proposed use of [] and be much less disruptive to our operations than the installation of motorized shelving in the records center. Thus what appears to be a more efficient, logical, and inexpensive answer has been excluded a priori from consideration."

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RHW

DDS/SSS:HEP:1ja(2 February 1970)

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